

Memorandum



TO: Distribution List

FROM: Bryan Tippie, Budget Director

DATE: July 22, 2003

Re: Minutes of the July 17, 2003 Finance Committee Meeting

Committee Members present: Ray Graham and Ms. McCamy

The Finance Committee met on July 17, 2003, at 6:30 p.m. in the 4th Floor Conference Room of the Court and Office Building. This document reflects the official minutes of that meeting.

County Treasurer's Report: The Treasurer's Report was briefed by the Budget Director for the Finance Committee's consideration.

County Attorney's Report: The County Attorney's Report was briefed by the Budget Director for the Finance Committee's consideration.

Consent Agenda

Supplemental Appropriations:

The following supplemental appropriations were approved for forwarding to the Board of Supervisors for their consideration unless otherwise noted.

FY 2003

1. Sheriff's Office - \$27,711

- a. \$980 from Federal Funds (Bulletproof Vest Partnership Grant) was approved for appropriation to purchase bulletproof vests.
- b. \$800 from Federal Funds (Department of Motor Vehicle Mini-Grant) was approved for appropriation to purchase a radar unit.
- c. \$2,069 from Federal Funds (Department of Motor Vehicle Traffic Enforcement Grant) was approved for appropriation to pay overtime for DUI/Seatbelt checkpoints.
- d. \$14,144 from Federal Funds (Department of Motor Vehicle Traffic Enforcement Grant) was approved for appropriation to pay overtime for DUI/Seatbelt checkpoints.
- e. \$9,718 from Insurance Recovery for a wrecked vehicle was approved for appropriation to offset the purchase of a replacement vehicle.

2. Commonwealth's Attorney - \$1,691

\$1,691 in Seizure funds from State Forfeited Asset Sharing Program was approved for appropriation.

3. Public Library - \$10,000

\$10,000 donated by Dominion Virginia Power was approved for appropriation for the repair of the Depot element of the Bealeton Library project.

4. Fire and Emergency Services - \$10,096

- a. \$8,555 from Federal FEMA reimbursement for Winter Storm 2003 overtime costs was approved for appropriation.
- b. \$1,541 from Federal FEMA reimbursement for Winter Storm 2003 overtime costs was approved for appropriation.

FY 2004

5. School Division - \$15,837

- a. \$3,573 from a Federal Title III Grant to provide language instruction for limited English proficient and immigrant students was approved for appropriation.
- b. \$2,464 from a State Summer Regional Governor's School Grant was approved for 2003 Summer Quest.

6. Library - \$4,000

A donation of \$4,000 from The Fauquier Bank for the Depot element of the Bealeton Library was approved for appropriation.

7. Economic Development - \$30,000

- a. \$30,000 was approved for appropriation from the Capital Improvements Program (CIP) Economic Opportunity budget line to a contribution budget line for Fauquier's Finest Custom Meat Processing Inc.'s grant request.
- b. \$3,600 was approved for appropriation from the CIP Economic Opportunity budget line to the Architecture Review Board's contribution line to hire a summer intern for the County's digital mapping program.

Transfers:

Northern Sports Complex - \$200,000

Transfer within the Northern Sports Complex project was approved to move \$200,000 from the Site Improvements expense line to the Professional Services – Other expense line to address related operational needs.

Regular Agenda

Supplemental Appropriations:

FY 2003

School Division – \$17,783

\$17,783 was approved for appropriation from Facilities Use Fees to the School's Maintenance Plan (CMP)

Transfers:

None

Finance:

Health Insurance – Janice Bourne, Finance Director, provided the monthly health insurance report. The costs for the year through June is \$8.8 million. Total expenditures are 18.1% above the same time last year. Expenditures for May were approximately \$704,110. It was indicated some small increase may result from other bills such as dental charges.

Once final numbers on Health Insurance costs are in, the Health Care Committee was tasked to provide the employees an information update to include how the County absorbed the costs increase of 18% without raising employee costs.

The Budget Office was commended for its estimate of FY 2003 health care costs. Actual costs versus the budgeted amount had less than a .03% difference; approximately \$30,000 out of \$8.8 million.

School Bond Borrowing - Ms. Bourne also stated that for the July 21, 2003 Board of Supervisors' Meeting, she will be requesting the Board of Supervisors approve the filing to Virginia Public School Authority (VPSA) for a \$12.4 million loan; \$10.8 million for Auburn Middle School and \$1.5 million for the 1st of 2 borrowings for Thompson Elementary School. These projects were approved as part of the budget adoption.

Budget Office:

Bryan Tippie, Budget Director, discussed the following issues:

FY 2005 Budget Schedule – The schedule is basically the same as last year with the exception that the School Division is requested to submit its budget to the County Budget Office on February 2, 2004 (2 weeks earlier than in 2003).

Revenue Report – The Revenue Committee is projecting over \$1 million in revenue above the amount in the FY 2003 amended budget.

School Construction, Cedar Lee Middle – Cedar Lee was damaged due to a storm the last week of school. Protocol is to repair the facility quickly to ensure no further damage occurs. Source of funding to support repairs will be determined as soon as the cost is identified and the insurance settlement impact is known. At the current time the cost is unknown. The Finance Committee acknowledged that this is the process currently in place and it will continue to be used in similar situations. The School staff was requested to work with the County Budget Office to address the specifics of the issue and funding options.

The next Finance Committee Meeting will be August 21, 2003 at 4:00 p.m.